

## ABSTRACT

A method, apparatus, and article of manufacture for managing electronic records on a computer network is provided. The method provides the steps of creating an electronic tag that uniquely identifies an electronic record, storing the electronic tag, and distributing the electronic  
5 record. The method further performs the steps of analyzing a network user's workstation specifications, analyzing a network user's user profile, and generating a reference code, wherein the electronic tag is generated from information analyzed in the network user's workstation specification, the network user's user profile and the reference code.